CURRICULUM COMMITTEE (Continued)

NEED SURVEYS CY 1985

DO	- in progress
DA	- January 1986
OP (Recruiters)	- in progress
Office of Finance	- in progress
EEO	- in progress
Log	- in progress
Off campus	- " "
Mgt Training	- " "
Regional Studies	- " "

S+T need Assessment on
Multi-cultural Work Force

S+T Feasibility study on use
of Computer Base Training

CONFIDENTIAL
25X1

FILE: TITLE   MEMO   A   [   ]   COMPUTER CENTER

√= under review abrea[d]

ATTACHMENT B

Revised 10/17/85

COURSE TITLE	UNIT	COURSE NUMBER
		25X1
Achieving Sustained High Performance	IT	1016411
✓ Acquisition Mgmt for CIA Tech Pers	MAT	1012236
✓ Admin Career Training	CT	1016408
✓ Admin Dir Trends & Highlights	IT	1005220
✓ Administrative Procedures(see Electronic & Pouched Communications)		
ADP Seminar	ISTD	1015458
✓ Advanced Intelligence Seminar	IT	1005218
Advanced Management Seminar	MAT	1015460
Advanced Nomad2 Workshop	ISTD	1016181
✓ Advanced Writing	MAT	1016357
✓ African Survey *(NEW)*	IT	1016413
AGENCY APPLICATIONS of AI	*IT*	*1016964*
Agency Orientation & Office Procedures	MAT	1015461
AIM Administrators	ISTD	1015462
AIM and Host Based Word Processing Systems	ISTD	1014220
AIM Models	ISTD	1016440
Analysis Support	IT	1013666
Analysis Training for DDI CTS	IT	1012124
AOOP Correspondence Workshop	MAT	1015466
Automation & the CIA Executive	IT	1015652
Briefing Technical Material	IT	1016414
Briefing Techniques	MAT	1012042
CAMS2 Language & Functions	ISTD	1015464

with AIB TII { Briefing Technical Material / Briefing Techniques

CONFIDE 25X1L

FILE: TITLE   MEMO   A   COMPU__R CENTER

CAMS2 Tutorial		ISTD	1016430
Career Development		MAT	1015465
Career Trainee Development		CTD	1015495
✓ Certifying Officer		MAT	1016695
China Familiarization		IT	1005210
CIA & the Congress		IT	1015869
CIA and Public Affairs		IT	1016386
CIA Financial Systems		MAT	1005209
✓ CIA Orientation for Spouses		CTD	1016339
✓ CIA Today & Tomorrow	*cu/5*	IT	1005207

25X1

Class B Audit, Reconciliation, & Recording		MAT	1015653
Communism in a Contempory World		IT	1012237
✓ Contract Process		IT	1016415
Correspondence Workshop		MAT	1015457
✓ Counseling Workshop *a(√mTβ*		MAT	1012297
Counter Deception Analysis		IT	1016385

25X1

STAT

✓ DDI Trends & Highlights		IT	1016053
NEW DDS&T Analysis Seminar		IT	1016421
DDS&T Career Trainee		IT	1016416
New DDS&T Executive Development		IT	1016422
Defense Economics		ISTD	1012056
Defense Industries		IT	1005204

25X1

CONFIDENTIAL

CONFIDENTIAL
25X1

FILE: TITLE   MEMO   A   COMPUTR CENTER

DESIST Data Base Administrators	ISTD	1015467
DESIST for Users	ISTD	1015468
DESIST Instructor Training	ISTD	1015469
DESIST Packages	ISTD	1015470
✓ Developing Writing Confidence *with E/IT*	MAT	1016363

25X1

STAT

? Econometrics	ISTD	1012291
? * ✓ Economics for Supervisors	IT	1012350
?. *NEW* Editing Workshop	MAT	1015870
✓ Effective Oral Presentation *(with E/IT*	MAT	1015445
✓ Electronic & Pouched Communications *(ALL Admin)*	MAT	1005219
✓ Elint Orientation	IT	1013479
Employee Development	MAT	1006473
✓ Essentials of Writing *(with IT)*	MAT	1014102
✓ Exec Language	ISTD	1012238
✓ Executive Development Core *(E/F)*	IT	1014717
✓ Field Administration *(all Admin)*	MAT	1005198

25X1

✓ Freedom of Information/Privacy Act Seminar	MAT	1012060
Fundamentals of PL/I	ISTD	1012242
Fundamentals of VM	ISTD	1012220
Fundamentals of VM (Self-Study)	ISTD	1013345
Fundamentals of Word Processing - NBI	ISTD	1015903
Fundamentals of Word Processing - WANG	ISTD	1012035

CONFIDENTIAL

✓ General Accounting Systems Workshop (All Admin)   MAT   1015363

Geography Workshop   MAT   1015471

Getting Your Ideas Across   MAT   1015446

GIMSII User Language   ISTD   1012239

Gregg Shorthand Refresher   MAT   1015443

Host Based Word Processing   ISTD   1014888

Industry Familiarization   IT   1012240

✓ Instructional Systems Design Workshop   MAT   1012353

✓ Instructor Training Workshop   MAT   1012361

✓ Intelligence Analysis   IT   1014617

Intelligence & National Security Policy:
  Kennedy/Johnson   IT   1015894

Intelligence & National Security Policy:
  The Nixon Administration   IT   1015493

Intelligence Collection in the 1990's   IT   1015886

Intelligence Issues   MAT   1015472

Intelligence Process Seminar   IT   1013382

Intelligence Successes & Failures   IT   1014936

Interface: Women & Men Working Together   MAT   1015899

Intermediate AIM   ISTD   1015459

Intermediate VM   ISTD   1012233

International Economics   IT   1010807

International Narcotics & Intelligence Issues   IT   1012482

Interpersonal Communications Skills Workshop   MAT   1016180
Intro To AI And Robotics   IT   1016437
Intro to AIM   ISTD   1012219

Intro to AIM (self-study)   ISTD   1016405

✓ Introduction to CIA   IT   1005186

Introduction to Intelligence Reporting   WOTS   1016391

CONFIDENTIAL

FILE: TITLE   MEMO   A   COMPUTER CENTER   CONFID 25X1AL

Title		
Introduction to Micrographics	ISTD	1012037
Introduction to Nuclear Power & Radiation	IT	1016190
Introduction to SAS	ISTD	1014025
Introduction to Statistics Using SAS	ISTD	1015482
Leadership Seminar	IT	1013465
Leadership Styles & Behavior	MAT	1005184
✓ Logistics Information Management System 1	ISTD	1015473
✓ Logistics Information Management System 2	ISTD	1015474
✓ Looking Glass Simulation (all mgt)	MAT	1015893
Making Professional Presentations	IT	1016872
✓ Management Development (all mgt)	MAT	1014103
Management Skills for Secretaries & Admin Assts	MAT	1015449
New Managing the New DDS&T Employee (	IT	1016417
Managing Office Automation	ISTD	1015423
Meeting the Challenges of Post-Election Change	IT	1015892
New Mid-East Survey	IT	1016418
Mid-level Managers Seminar on Artificial Intel	ISTD	1015450
Midcareer	IT	1005180
Military Analysis	IT	1014712
Military Analysis Survey	IT	1015366

25X1

Modeling & Simulation	IT	1015455
Modern Organization(The)	IT	1016377
National Warnings	IT	1015365
New Analyst	IT	1013884

(all admin)

CONFIDENTIAL 25X1

FILE: TITLE   MEMO   A   COMPUTER CENTER

NOMAD2 Application Development	ISTD	1014061
NOMAD2 Enhanced Reporting	ISTD	1016439
NOMAD2 Procedures	ISTD	1015451
NOMAD2 Screens	ISTD	1015454
Office Automation Seminar	ISTD	1012032

25X1

Orientation to DDS&T for CTs	IT	1016419

25X1

✓ Performance Appraisal Workshop *Calling*	MAT	1008678

25X1

delete Personal Transitions	MAT	1015477
Personnel Resource Information Mgmt System	ISTD	1016196
? Power Management Seminar	IT	1016902
✓ Priority Targets & Issues	CTD	1013859
Professional Briefing Workshop	MAT	1016364
✓ Professional Men's Crs: Gender-Based Awareness *Alter*	MAT	1015478
✓ Professional Woman *All EEO*	MAT	1012289
Program on Creative Management	MAT	1005170
Program Management & Budget	IT	1016420
Program/Project Management & Evaluation	IT	1015868
Proofreading	MAT	1012179

CONFIDENTIAL

FILE: TITLE   MEMO   A   COMPU R CENTER

✓Realizing the Potential of Agency Women *all e·0*   MAT/EEO   1014137

25X1

Resource Decision Making for Executives	IT	1015887
Role of the Secretary in an Automated Office	MAT	1015442
SAFE Module 1 & 2	ISTD	1013339
SAFE Module 3	ISTD	1015638
Scholars in Residence	IT	1016903
✓Scientific Wpns Intel for the Ops Officer	IT	1005166
Script	ISTD	1010116
✓Secretarial Certification Workshop	MAT	1015481
Security Information Management System	ISTD	1014616
Selection Interviewing Workshop	MAT	1012363
Seminar on Intelligence Analysis	IT	1005164
Seminar on the Producer/Consumer Relationship	IT	1008667
Seminar on Rapidly Advancing Technologies	IT	1016424
Seminar on Revolution in Latin America	IT	1015364
Seminar on Worldwide S&T Forecasting	IT	1016337
✓Soviet Realities	IT	1012041

25X1

Statistics & Math for DI Econ Analysis	IT	1016340
Stress Management	MAT	1015447
✓ Supervision of Analysis *all ngt courses*	IT	1012078
Supervisory Counseling	MAT	1008671
Supervisory Skills for Secretaries ·	MAT	1015485
Survey of Intelligence Collection Systems	IT	1008979

CONFIDENTIAL

CONFIDE!25X1L

FILE: TITLE   MEMO   A   COMPUTER CENTER

Survey of Intelligence Information Systems *Delete*	ISTD	1005157
Technical Writing Workshop *(all with C/IT)*	MAT	1016403
Telegraph	ISTD	1015486
Telephone Tehniques (on request) *Delete*	MAT	1015487
Time Management	MAT	1015448
Travel/Class B Techniques *(all admin)*	MAT	1015494
Typing for Speed and Accuracy	MAT	1015489
✓Urban Awareness *all EEO Training*	MAT	1012290
USSR Country Survey	IT	1005154
Wang Basic	ISTD	1015488
Wang Overview for Managers	ISTD	1015897
✓Women in the Work Force *(all EEO)*	MAT	1015444
Word Processing for Instructors	ISTD	1012286
Working in Washington for CIA	MAT	1015490
Writing in the DDS&T	IT	1016423
Writing JCL *(Delete*	ISTD	1012283
Xedit Training	ISTD	1014141